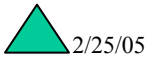


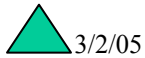
# FY 2005 Transition Action Plan

## I. Complete Outstanding Tasks to Solidify the Organization



2/25/05

Clarify R&Rs of  
Air Traffic  
procedures in  
ATO SUs



3/2/05

Complete development of  
ATO routing symbols



6/30/05

- Officially align 75% of emp. in respective orgs.
- Implement ATO routing symbols
- Develop, clarify, & promulgate directives numbering system
- Reach agreement regarding alignment of weather



9/30/05

Modify Operationally significant  
Orders to align w/ ATO Org.



5/31/05

Completion of 1100 orders

## II. Conduct Change Management Activities



2/11/05

Design & activate  
on-line ATO  
Hqtrs. Mgmt.  
directory



2/28/05

Survey Area Office & facility  
mgrs to establish communication  
effectiveness baseline



6/30/05

Initiate independent cultural  
assessment of transition



9/30/05

- Educate at least 75% of mgrs. to answer ques. about ATO
- Meet w/ ops. Spvrs. in at least 10 major facilities to provide Talking points & answer questions
- Enhance ATO on-line directory to include Service Area Office and field Facility personnel
- Provide at least 15 briefings about ATO restructuring to Internal stakeholders
- Contact at least 50% of FAA regional offices
- Conduct follow-on survey of headquarters, area offices & facility managers
- Develop Business process training for field managers

## III. Safety: Formulate Safety Identity w/in the ATO



3/31/05

Define roles and responsibilities regarding ATO Safety & Line Service Units

## IV Complete the SAOs/Field Restructuring



4/29/05

Transition HUB  
managers to district  
manager positions



6/30/05

Complete transition of  
Obstruction eval. &  
Military ops into Sys. Ops



9/30/05

- Initiate transition of fac mgrs to staff mgrs.
- Standardize at least 5 HR support processes across SAs
- Develop & initiate IT consolidation into ABS
- Develop Implementation Plan for service unit restructuring & consolidating functions w/in SAs